



INSTITUTE FOR PROFESSIONAL DEVELOPMENT (IPD) AGENDA

Thursday, May 18, 2023

1:15PM – 2:15PM

LOCATION: LRC 250 Community Room

Meeting documents are also available in the [IPD SharePoint](#) (Employee log-in required)

IPD MEMBERS 2022 - 2023

Dave Barrett – Noncredit & ESL	Natalie Stone - Mathematics & Engineering
Amanda Best - Art	Criss Vo - Part-time Faculty At-large
Dawn Brooks - Performing Arts	Leah Walden-Hurtgen - Liberal Arts & Culture
Ruth Calcanas - Social Sciences	Rachel Wegter - Communication Studies
Keisha Cosand - English	RC Wilkinson - World Languages & Sign Language
Kate Green - IPD Chair, Physical Sciences	VACANT - Auto Tech, Digital Arts, Drafting
Monique Henderson - Kinesiology, Health Ed, Athletics	VACANT – Business, Accounting, Computer Science,
Amy Jennings - Psychology	Management, Marketing
Alana Krause - Library	VACANT - Cosmetology
MaryLynne LaMantia - Biological Sciences	VACANT – Criminal Justice
Jimmy Nguyen - Counseling & EOPS	[Patty Fonseca - Recorder]
Phuong Nguyen – Nursing/Health Professions	

1. ANNOUNCEMENTS

2. APPROVAL OF THE AGENDA AND MINUTES

- A. Agenda – May 18, 2023
- B. [Minutes](#) – May 4, 2023

3. CONTINUING & UNFINISHED BUSINESS:

- A. 2022-2023 Year-End Report
- B. Academic Rank work group update – Biographies for AR Rank of Professor website
- C. Mentoring Handbook

4. NEW BUSINESS

- A. DISCIPLINE FUND - Conference/Travel/Workshops/Prof Meetings/Classes – Review applications:

	FACULTY	DISCIPLINE	AMOUNT REQUESTED	CONFERENCE	DATES	LOCATION	REG FEE
1	Amy Jennings	Psychology	\$2,000	2023 Psychology One Conference CAR 89558	June 22 – 23, 2023	Durham, NC Travel Ban statement on file	\$135
2	Herman Singh	Economics	\$1,000	Symposium on Economics Teaching by Journal of Economic Teaching CAR 89949	August 4-6, 2023	Kentucky Travel Ban statement on file	\$150
3	Jimmy Nguyen	Counselor	\$250	California State University (CSU) Counselor's Conference CAR 89954 CAR ----- CAR -----	September 19, 2023	Pasadena, CA	\$115
4	Claudia Alcala						
5	Nancy Nguyen						

6	Heather Antunez	Counselor	\$115	California State University (CSU) Counselor's Conference CAR 89955 CAR ----- CAR -----	October 10, 2023	Virtual	\$115
7	Kristy Ho						
8	Ailene Nguyen						
9	Lizeth Perez	Chemistry (part-time)	\$3,000	American Chemical Society Two-Year Faculty Workshop CAR 89953	June 2 – 4, 2023	Washington, DC	\$0
10	Doreen Fioretto	Education	\$1,000	California Coalition of Early and Middle Colleges (CCEMC) CAR -----	Sept 14-15, 2023	La Jolla, CA	\$450

B. DEPARTMENT SYMPOSIUMS – Review applications
 Funding: \$50 pp = \$30/lunch, \$15/snack, \$5/materials.

	FACULTY	DISCIPLINE	AMOUNT REQUESTED	DATE	SYMPOSIUM TITLE	# FACUTY
1	Keisha Cosand	English	\$1,250	September 22, 2023	Teaching English in rapidly changing times	(11) Full-time (14) Part-time (7.5 + LHE)

C. ALTERNATIVE METHODS – Review applications

	FACULTY	DISCIPLINE	CREDIT	HOURS	PROGRAM	PROJECT	COMPLETE BY
1	Nikki Plaster	Biology	2	36	Educational Materials	Writing a new version of the Bio 100 Introduction to Biology Lab Manual to be used starting Spring 2024	Fall 2023
2	Matthew Carlson	Chemistry	2	36	CONF/WKSP	Crescendo Education Group's online "Grading for Equity" course	Fall 2023
3	Evangelina Rosales	Cosmetology	2	36	Educational Materials	Creating a new Esthetics lab manual for COSM G071	Fall 2024

5. INFORMATION ITEMS

A. GENERAL EDUCATION/TEACHING FUND- Preapproved Conference/Travel/Workshops/Prof Meetings/Courses – Review applications:

	FACULTY	DISCIPLINE	AMOUNT REQUESTED	CONFERENCE	DATES	LOCATION	REG FEE
1	Sally Heath	Counselor (part-time)	\$600	Online Teaching Conference CAR 89956	June 21-23, 2023	Long Beach, CA	\$399
2	Karen Putnam	Counselor	\$3,000	Hawaii International Conference on Education CAR 89946 CAR 89948 CAR 89950 CAR 89951	Jan 3-6, 2024	Waikoloa, Hawaii	\$395 \$485 \$525
3	Heather Kelley	Comm Studies					
4	Nancy Nguyen	Counselor					
5	Heather Antunez	Counselor					
6	Kristy Ho	Counselor					

B. ASCCC- Preapproved Conference/Travel/Workshops/Prof Meetings/Classes – Review applications:

	FACULTY	DISCIPLINE	AMOUNT REQUESTED	CONFERENCE	DATES	LOCATION	REG FEE
1	Amy Jennings	Psychology	\$3,000	ASCCC Faculty Leadership Conference CAR 89557	June 15-17, 2023	San Francisco, CA	\$650

C. Salary Advancement Credits – Preapproved. Review applications

	FACULTY	DISCIPLINE	CREDIT	HOURS	PROGRAM	PROJECT	COMPLETE BY
1	Heather Kelley	Comm Studies	1.33	24	CONF/WKSHP	Gale – Spanish in the Classroom	6/2/2023
2	Heather Kelley	Comm Studies	1.33	24	CONF/WKSHP	Gale – Teaching Students with Autism	3/29/2023

D. IPD Elections for terms starting Fall 2023. Click [HERE](#) to submit your nomination to renew your term or encourage a colleague to apply if you are no longer able to serve. Open until filled. Three-year term (F2023-SP2026) unless otherwise indicated.

- Automotive Technology, Digital Arts, Drafting (SP2023 - SP2024)
- Business, Accounting, Management (SP2023-SP2024)
- Computer Science
- Cosmetology (SP2023-SP2025)
- Criminal Justice (SP2023-SP2025)

E. WORKGROUP ASSIGNMENTS 2022 – 2023 (New or returning members to select an assignment)

1. ALTERNATIVE METHODS - ongoing applications

- Members: R. Calcanas, K. Cosand, K. Green, M. Henderson, A. Jennings, A. Rivera, N. Stone, and R. Wegter
2. SABBATICAL LEAVE – Announced in May. Intent to File/Application/Proposal due Sept.
Members: M. LaMantia (Chair), D. Barrett, A. Best, D. Brooks, A. Jennings, J. Nguyen, and L. Walden-Hurtgen
 3. ACADEMIC RANK/PROFESSOR EMERITUS (Sept-Nov)
List of faculty [2023-2024 Academic Rank](#)
Members: A. Krause, M. LaMantia, J. Nguyen, R. Wegter, L. Walden-Hurtgen
Task: Encourage faculty to apply for Academic Rank. Create a promotion in AR announcement for the IPD website.
 4. CIL Workgroup (Sept-Dec):
Members: R. Calcanas, K. Cosand, A. Jennings, N. Stone
(Are also members of the CIL’s IPD Workgroup: to provide PD opportunities to faculty).
Tasks:
 - Review proposals for SAC Recommend List and report initiatives to the IPD
 - Promote CIL and encourage faculty to apply for SAC
 5. Faculty Excellence Awards Work Group (Sept-Dec)
Members: A. Jennings – FEA Liaison, D. Brooks, K. Green, P. Nguyen, C. Vo
Task: Create a FEA procedure, timeline, and schedule for nominations & awards

F. [2023-23 Meeting schedule](#)

G. E-links

- [IPD website](#)
- [Academic Senate website](#)
- [CCI website](#)
- [DEAC SharePoint](#)
- [GWC Canvas Support Site](#)
- [Faculty & Staff webpage](#)
- [GWC Academic Programs](#)